Maryland Council on Open Data Meeting Minutes

100 Community Place, Crownsville, MD 21032

December 21, 2018 | 10 AM – 12 PM

Introductions and Opening Remarks

A. Mike Leahy, Secretary of the Department of Information Technology and Chairman of the Maryland Council on Open Data, welcomed everyone to the Maryland Council on Open Data meeting.
B. Introductions around the room.
C. Patrick McLoughlin noted the use of a Webex during this meeting due to it being so close to the holidays.

Council on Open Data – 2018 Annual Report Review

A. Open Data in Maryland
   a. More than 1,200 data sets on the portals (GIS and non-GIS portals).
   b. 8,500 unique customers per month. Most customers are the general public.
   c. Over 40,000 monthly page views.
   d. Approximately 600 additional data sets through County Government.
   e. Direct link to County data to promote data sharing.
B. Data Management
   a. There have been several updates throughout the year that have made data management more successful.
   b. In 2018, DoIT released the *Data Management Standardization Report.*
   c. Policies and standards available on the portal, which identifies what information needs to be populated, the data's point of contact/ owner, and how the data should be set up.
   d. Ability to run checks against these policies and standards.
   e. Agencies are responsible for the maintenance of their data sets. From a program standpoint, we can better identify gaps in the data.
   f. The data freshness report and dashboard has been expanded. Inclusion of all data throughout the State.
   g. Moved to an off-the-shelf dashboard provider so we do not have to rely on someone to upkeep.
C. Open Data Access Improvement
   a. Subpages have been added to both portals making it easy to explore data.
   b. Ability to search for a particular term.
   c. Narrative content added.
   d. Single data set search added.
   e. Subsets color coded.

D. Workgroup Development
   a. Three ad hoc work groups.
   b. Administration and Management
      i. Creates guidelines for governance.
      ii. Looks at ways for the Council to better perform under established guidelines.
      iii. Identifies appointees.
   c. Outreach and Training
      i. At MACo, this work group led an open gov roundtable.
      ii. Participates in Montgomery County's Open Data quarterly meetings. Next one is in January 2019.
      iii. Presented at the Esri Federal GIS Conference.
      iv. Participates in Socrata Community of Practice User Group.
   d. Data and Technical Resources
      i. New group established in 2018.
      ii. Focus on data and technical topics.
      iii. Provide Council with information and suggestions so we can take technical components out of quarterly meetings and incorporate them into monthly meetings.
      iv. Current focus on data tagging and data licensing.
E. Road Ahead
   a. Marketing and communications
      i. Want to ensure agencies know what data is available via social media, outreach, local organization partnership, school visits, etc.
   b. Data marketing
      i. Improve the way we identify, categorize, and use data in a more organized way.
      ii. Secretary Leahy is initiating process coordinating multistate participation.
   c. Question – MDOT is working on framework for data governance. What else can you share or who can MDOT talk to regarding this topic?
      i. Currently working on creating standardization models for data governance. Patrick McLoughlin is the current point of contact.
   d. Question – Is there a way to catalog rules if an agency has a null value?
      i. If null values are correct, DoIT can go through the dataset and track it.
   e. Review of new data sets
   f. Question – What data tool is used?
      i. Safe Software FME

Workgroup Updates

A. Outreach and Training
    a. No updates.
B. Administration and Management
    a. Participated on a call for guidelines drafted over the course of the year regarding voting procedures, term limits, etc. These were established based on recommendations from breakout session at last quarter's meeting. Reviewed changes from Secretary Leahy and the Assistant Attorney General. One more review before they are presented to the council.
    b. One potential appointee. Then focus on last two open positions.
C. Data and Technical Resources
    a. A form will be released with the questions we are going to cover today, for those that could not attend in person.
    b. Data Tagging
        i. Looking at keywords being used in the portal to allow users to search for data sets.
        ii. Looking at tags other jurisdiction and Counties are using.
        iii. We inventoried our data and compared it with Montgomery County's data. Three data set similarities: crime, crash, real properties. Very few similar tags.
        iv. Consistent data tags are needed.
        v. In the process of drafting a while paper/ guidelines on data tagging.
    c. Data Licensing
        i. Review license for data that is on the portals.
        ii. Looked at other license options that are more explicit when telling people whether or not they can use data.
        iii. Workgroup recommendation was CC0, which is a declaration that data is free for public use. Discussion around making sure we don't create a solution where we are just "stewards" of the data and not the data owners. Further evaluation is necessary.
        iv. Want to ensure data is as available as possible.
        v. Follow-up conversation will take place with workgroup to further expand on options and return recommendation to the Council.
    d. Data Quality Assessment
        i. We could pick a dozen or so data sets and start verifying and validating data.
        ii. Part of methodology to crosscheck data.
        iii. Goal is for data to be consistent.

Break Out Session Discussion

A. What are the top three data sets that you find most valuable?
    a. State transportation right of way

b. Fisheries (location regulation)
c. Volume of data being collected by State agencies (GBs or emails)
d. Violent crime
e. Daily crime
f. Crash
g. Financial regarding schools
h. School report card
i. Correctional expenditures
j. Services by County of location
k. Real property
l. Parcel points
m. School attendance by areas
n. Government rating to services
o. DNR fishing and boating permits
p. Data security
q. SDAT data
r. State budget
s. Education – enrollment vs. capacity
t. Real time traffic
u. Job growth
B. Quarterly Meeting Suggestions
a. More action items from one meeting to the next
b. Meeting reminder sent out earlier
c. Use this meeting as a venue to communicate data management best practices
d. Send out documents prior to meeting that involve discussion or decisions
e. Case studies
f. Show off new data sets and how they work
g. Discuss issues that were resolved
h. Discuss how people actually use data
i. Success stories regarding popular data sets
j. Awards, certificates, recognitions
k. Filter this information down to more Counties to gain participation
l. Take staff on the road to gain participation
m. Compare State agencies' best practices
n. Presentations from work groups

Goals for 2019

A. Want to discuss goals at the next quarterly meeting. For consideration, when we think about the goals, what is the balance between data standards, accountability, and promotion and how do we approach them? A form will be sent out to submit ideas. Please submit prior to meeting for review.

B. IV&V for external checks
C. Data governance
D. Accountability for data
E. Open Data Annual Report will go out on January 10. 2019.

Closing

Meeting was adjourned.

Next meeting is March 22, 2019 from 10:00 am – 12:00 pm.